

**DOOR COUNTY HISTORICAL MUSEUM**  
**VISIONING WORK GROUP REPORT**

October 26, 2010

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**List of Members**  
**Active in 2010**

Dan	Austad (Chair)	942 Memorial Drive	Sturgeon Bay	WI	54235
Eddy	Allen	720 N Duluth	Sturgeon Bay	WI	54235
Barb	Chisholm	218 S. 18th Ave.	Sturgeon Bay	WI	54235
George	Evenson	4994 Ripp Road	Sturgeon Bay	WI	54235
J.J.	Goodwin	936 Texas	Sturgeon Bay	WI	54235
Ginny	Haen	3997 Peterson Road	Sturgeon Bay	WI	54235
Ralph	Herlache	PO Box 411	Sturgeon Bay	WI	54235
Ann	Jenkins	950 Jefferson	Sturgeon Bay	WI	54235
Leroy	Liebe	3201 Park Drive	Sturgeon Bay	WI	54235
Art	Lopas	6988 Cty Tk C	Sturgeon Bay	WI	54235
Mark	Moeller	916 N. 8th Avenue	Sturgeon Bay	WI	54235
Gene	Remy	4306 Gitche Gumee Road	Sturgeon Bay	WI	54235
Nyla	Small	210 N. 16th Dr	Sturgeon Bay	WI	54235
Sally	Treichel	477 N 6th Avenue	Sturgeon Bay	WI	54235
Maggie	Weir	3182 Cty Tk MM	Sturgeon Bay	WI	54235

**Work Group Meetings and Activities in 2010**

**February 16**

Meeting to plan a course of action to move forward with a search to identify an architectural or engineering firm with experience with museums for a Master Plan Design Process.

**March 23**

Meeting to conduct a final review and approve "Request for Proposals for Architectural Design Services".

**March 31 and April 10**

Notice of RFP placed in Door County Advocate classified section.

April 18

Meeting to monitor progress and responses to the Request for Proposals. Reviewed schedule of upcoming meetings to review proposals and Museum walk-throughs with interested architects.

April 28, May 4, and May 26

Hosted walk-through of Museum with interested architects (Groth Design Group, Tim Anderson Architects, Michael J. Till, Kubala Washakto, and Engberg Anderson)

May 18

Regular meeting to review and discuss responses to the RFP and q/a discussion with Groth Design Group.

June 9

Deadline for submitting proposals in response to the RFP. Five proposals received.

June 15

Meeting to distribute proposals to Work Group members and review the selection criteria and process.

June 29

Meeting to: Discuss strengths and weaknesses of all proposals. Open and review cost proposals. Generate a finalists list for interviews. Assign reference check responsibilities. Review upcoming meeting schedule.

July 13

Meeting for discussion of reference check information. Set interview schedule for three finalists.

August 3

Interviews with Groth Design Group, Engberg Anderson, and Kubala Washatko. Decision made to select Groth Design Group.

August 31

Submit a grant request to a local Foundation for Master Plan Design process.

September 22

Notice of grant award of \$8,500

October 5

Meeting of Work Group to discuss additional funding needed.

October 12

Meeting of the Museum-Archives Committee to vote to accept the grant award and expend \$8500 from the Museum Donation fund to cover the additional costs of the design process.

October 26

County Board to accept the grant award. November 16, 6 p.m. set for kick off meeting with Groth Design Group.

## Door County Historical Museum Master Plan Design Process

Budget		Fund Allocations	
Line Item	Amount	Local Foundation Grant	Museum Donation Account
Architectural Design Services (Groth Design Group, Lump Sum Fee for Services and Deliverables.)	\$12,500	\$8,500	\$4,000
Mileage and Travel Expenses for Groth Design Group	\$750	0	\$750
Site Survey of Museum Properties	\$1,000	0	\$1,000
Optional Deliverables: Drawings, renderings, posters for display, DVDs for public presentations, displays, etc.	\$2,500	0	\$2,500
Contingencies	\$250	0	\$250
<b>Total</b>	<b>\$17,000</b>	\$8,500	\$8,500

Funds and Resources	
Local Foundation Grant	\$8,500
Museum Donation Fund	\$8,500
<b>Total</b>	<b>\$17,000</b>

26-Oct-10